

GRANADA SANITARY DISTRICT

OF SAN MATEO COUNTY

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MINUTES

BOARD OF DIRECTORS REGULAR MEETING

March 18, 2004, 7:30 p.m.

CALL MEETING TO ORDER: The Regular Meeting of the Board of Directors of the Granada Sanitary District was called to order at 7:35 p.m.

ROLL CALL: Attending Directors: President Shawn McGraw, Vice President Leonard Woren, Secretary Fran Pollard, Treasurer Matthew Clark, and Board Member William Katke.

Attending staff: General Manager Chuck Duffy, District Administrator Gina Holmes, and Legal Counsel Jonathan Wittwer.

PLEDGE OF ALLEGIANCE: Board President Shawn McGraw led all present in the Pledge of Allegiance.

GENERAL PUBLIC PARTICIPATION:

Director Woren provided information regarding safe thermometer exchange for mercury thermometers.

ACTION AGENDA

- 1. Consideration of Petition Language for LAFCo application for adding parks and recreation powers for possible reorganization into a Community Services District, and timeline on application.**

The following public member addressed the Board:

Gerry Laster provided the Board with the history of previous petitions he and other residents had undertaken when they had tried to form Community Service Districts to provide active parks to the MidCoast. He also stated that the goal of the petition should be to gauge community support for the GSD expanding its services to providing parks and recreation services.

Bill Revard asked about details of the parks and recreational functions, and the powers and parameters of such a district.

The Board directed as follows:

- That the previously appointed ad-hoc CSD Committee would meet with representatives from Half Moon Bay regarding circulating the petition within Half Moon Bay city limits;
- Based on the discussions at the meeting, the CSD Committee will meet with the General Manager to finalize the petition language and the supplemental information package. These are to be provided for Board review and approval at the April 15, 2004 meeting;
- An op-ed article would be written for Board consideration and approval, to be submitted for publication to the Half Moon Bay Review. President McGraw appointed Directors Clark and Woren to serve as the ad hoc Op-Ed Committee.

The Board directed the General Manager to provide the following at the April board meeting:

- The petition revisions as discussed;
- The supplemental information to be provided in addition to the petition;
- The draft LAFCO application;
- A draft resolution for consideration should the Board approve the LAFCO application and determine that it will proceed with submitting the application to LAFCO.

2. Consideration of Medio Creek sewer line crossing and capital improvement alternatives report.

The General Manager reported that the District Engineer did not have enough time between board meetings to provide a report outlining temporary shoring options for the section of pipe near the creek mouth. Mr. Duffy also stated that the condition of the existing Naples Beach pump station force main needs to be evaluated, since the need to replace that line could impact the Board's decision on capital project alternatives

District General Counsel Wittwer reported to the Board that he had contacted San Mateo County Public Works regarding County requirements for obtaining any required permit from the County for temporary shoring of the District sewer line crossing Medio Creek. County Planning Staff indicated (without any guarantee) that County regulations appear to allow approval of the temporary shoring as either an emergency or a temporary project as long as a permit application would be filed for a permanent solution shortly after the temporary shoring proposal was made,

The General Manager will continue gathering data to provide the board with a final report and recommendation at an upcoming board meeting.

3. Consideration of Granada Sanitary District Audit Report for Fiscal Year Ending June 30, 2003.

The General Manager provided a review of the audit report contained in the agenda packet, and also advised the Board that the audit showed the District was in solid financial health. Mr. Duffy then answered Board questions regarding specific line

items in the report. Director Woren stated he believed that the percentage of the Sewer Authority Mid-Coastside Treatment Plant owned by the Granada Sanitary District should be changed from 30% to 29.9%. Staff will resolve this issue.

ACTION: Director Katke moved to approve the GSD Audit Report for FY Ending 2003. (Katke/Woren) Approved 5-0.

4. Consideration of Resolution supporting the 2004 Local taxpayers and Public Safety Protection Act.

Director Woren provided a summary of the ongoing reduction of property tax revenue received by special districts and other local governmental agencies due to the State's confiscation of a greater share of the property tax revenue.

ACTION: Director Woren moved to approve Granada Sanitary District Resolution No. 2004-001, "A Resolution Supporting a Statewide Ballot Initiative To Require Voter Approval Before State Government May Take Local Tax Funds". (Woren/Katke) Approved 5-0.

CONSENT AGENDA

5. Consideration of Special Meeting minutes for February 26, 2004.

6. Consideration of Regular Meeting minutes for February 26, 2004.

7. Consideration of March 2004 warrants totaling \$121,158.11 (Ck. #1448 to #1485).

8. Consideration of Administrative Costs Fund distribution #7 for \$6,000.77.

9. Consideration of January 2004 Financial Statements.

10. Consideration of March 2004 Assessment District warrants totaling \$76,550.07 (Ck. #5018 and #5019).

ACTION: Director Katke moved to approve Consent Agenda item 5 through item 10. (Katke/Clark) Approved 5-0.

DIRECTORS' COMMENTS AND COMMITTEE REPORTS

11. Sewer Authority Mid-Coastside:

There had been no SAM meeting since the previous GSD Board meeting.

12. Report on other seminars, conferences, or committee meetings:

Director McGraw reported that she had attended the March 16, 2004 County Board of Supervisors meeting to emphasize the District's concern about stressing the collection system by building on substandard lots.

Directors Pollard and Woren reported that they had attended the March 15, 2004 LAFCo meeting dealing with the Midpeninsula Regional Open Space District application.

INFORMATION CALENDAR

13. General Manager's Report.

Nothing further to report

14. Administrator's Report.

Administrator Holmes reported that Seacoast Disposal had placed bi-lingual signs at Pillar Point Harbor directing visitors to waste/recycling containers .

15. Engineer's Report, December 2003.

Nothing further to report.

16. Attorney's Report.

Nothing further to report.

FUTURE AGENDA ITEMS

Director McGraw requested an item be placed on a future agenda for a policy for Board Member and Administrative Staff seminar attendance and travel expenses.

Director Woren requested an item be placed on a future agenda for a policy for approval of additions to the District's website.

Director Woren requested that an item be placed on a future agenda for a policy for signing warrants prior to Board approval.

ADJOURN

The meeting adjourned at 9:55 p.m.

SUBMITTED BY:

APPROVED BY:

Chuck Duffy, General Manager

Fran Pollard, Board Secretary

Date Approved: April 15, 2004